

Louisiana Behavior Analyst Board
BOARD MEETING MINUTES: May 7, 2015
APPROVED: June 2, 2015

The meeting of the Louisiana Behavior Analyst Board (Board) was called to order by Chair Emily Bellaci at 12:15 p.m., Tuesday, May 7, 2015, at 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. Present were Board Members, Cassie Bradford, Jenny Longwell, Ph.D., Ellen Brocato, and Marc Zimmermann, Ph.D.,MP (ex-officio nonvoting member); and, Executive Director, Kelly Parker. Kathy Chovanec was absent.

Ms. Bellaci moved to accept the May 7, 2015 agenda. Ms. Bellaci moved to accept the March 31, 2015 minutes. Ms. Bellaci requested that the chair of each committee provide reports to the Board for discussion.

Ms. Bellaci moved to enter Executive Session to discuss Credentials Review in Executive Session. The motion passed unanimously as follows: Bellaci-yay, Bradford-yay, Brocato-yay, Longwell-yay.

Credentials Review Committee:

The Board reviewed and approved the following behavior analysts' files for licensure: Jay Bamburg, Ph.D. and Nelson Dronet, Jr.

The Board reviewed the following files regarding Part IV of the application: Celeste McGrew, Amanda Jo Oliveira, Amanda Serpas, Rachel Raybourn, Jazzmin Churchill, Leanna Prill, Cassandra Martine, Cory Johnson, Joshua Pommier, and Nicole Slawson. The Board requested additional information from Amanda Jo Oliveira, Rachel Raybourn, Jazzmin Churchill, Lenna Prill, and Cassandra Martine.

The Board reviewed supplemental information submitted by Caroline Quaid, registered line technician.

The Board again reviewed the applicant file of Tribble Condor [LT] and discussed her answers to Part IV of the application. The Board noted that additional information had been requested but nothing was submitted. Dr. Longwell moved to deny the registration of Ms. Condor. The motion passed unanimously.

The Board discussed the assistant application file of Kelly Rouse. The Board reviewed the information and noted Ms. Rouse failed to complete the certification process in an adequate time frame. Ms. Bellaci moved to notify Ms. Rouse that a \$250 renewal fee will be required in a specified number of days to complete the process, or in the alternative, the file will be closed and she will need to reapply. The Board discussed the motion. The motion passed unanimously by roll call vote: Brocato-yay, Bellaci-yay, Bradford-yay, and Longwell-yay.

Finance Committee: Dr. Longwell presented the Board with the operational expenses. The Board discussed the LSBEP invoice. Dr. Longwell moved to approve payment of the April invoice. The Board discussed hiring Rhonda Boe, Administrative Assistant, full time. Ms. Brocato moved to hire Ms. Boe as a full time administrative assistant at \$26,000 annually with health insurance and retirement benefits. The board discussed the motion. The motion passed unanimously by roll call vote: Brocato-yay, Bellaci-yay, Longwell-yay and Bradford-yay.

Jurisprudence Examination Committee: No new report.

Legislative Oversight Committee: Ms. Parker reported that the continuing education rules would be promulgated as final in early summer. The Board discussed other possible rules, including but not limited to: ethics rules, supervision rules, and a rule for removing a board member.

Complaints Committee: No new report.

Policies and Procedures Committee: Ms. Bellaci presented the Board with draft policies and procedures for review. The Board discussed the draft and commented on needed additions or clarifications.

Continuing Education Committee: Dr. Longwell reported that she was working on the CE reporting forms.

Long Range Planning: No new report.

Discussion Items:

1. **Reminder: Annual Ethics Training:** Ms. Parker removed reminded the Board about the Tier 2.1 filing deadline of May 15, 2015.
2. **Reminder: FARB Training: May 20, 2015:** The Board discussed the upcoming Federation of Regulatory Board training in Baton Rouge, LA. Dr. Longwell moved to reimburse Ms. Bellaci and Ms. Bradford for the registration fees. The motion passed unanimously.
3. **ABAI Conference, San Antonio, May 23, 2015:** The Board discussed the upcoming ABAI meeting.
4. **Future New Business:** No new business noted.

Dr. Brocato moved to adjourn at 1:15 p.m.